Global leader in Data-Driven medicine, Sophia Genetics is a technology company which has developed SOPHiA, the most advanced collective artificial intelligence for clinical genomics, helping healthcare professionals better diagnose and treat patients. The global network of institutions that use the Sophia DDM® analytical platform powered by SOPHiA form the world's largest clinical genomics community. By enabling the rapid adoption of genomic testing worldwide, turning data into actionable clinical insights, and sharing knowledge through its community, Sophia Genetics is democratizing Data-Driven Medicine to save lives.

In order to meet demand, we are looking for a

Quality Assurance Assistant

Assists the VP Quality with the maintenance and improvement of the Quality Management System including:

- The preparation of technical documentation
- Participating or leading internal and supplier audits
- Supporting CAPA / Complaint / Risk Management / Post Market Surveillance activities
- Maintaining contact with notified bodies.
- Keep track of the audit agenda making sure that deadlines are met, trainings have been done and projects are not delayed.

Requirements:

- Bachelor / Master in a Scientific field (preferably: Biology, Biotech, Bioinformatics)
- Experience in Life Science Laboratory
- 2-5 years of experience in Quality Assurance;
- Strong knowledge of **ISO 13485** and **ISO 14971**(Information Security standards highly appreciated)
- Knowledge of CLIA, CAP, ISO 15189
- Fluent in English; French
- Excellent written and oral communication skills;

Starting: as soon as possible

If you think you fit this position, please send a CV and cover letter at careers@sophiagenetics.com **with the mention "Quality"**